

HUMAN RESOURCES AND LABOR NEGOTIATIONS COMMITTEE

HR COMMITTEE MEMBERS PRESENT: Marsik; Duchac, Frohling; Greshay and Schmidt.

Minutes of the regular meeting of the Human Resources and Labor Negotiations Committee of the Dodge County Board of Supervisors held on Tuesday, August 4, 2015 at 9:00 A.M., in meeting rooms 1F & 1G located on the first floor of the Administration Building.

ALSO PRESENT: Joseph Rains, Human Resources Director; Sarah Eske, HR Analyst; Jim Mielke, County Administrator; Angi Zilliox, HR Specialist; Scott Smith, Chief Deputy. Joseph Rains, Human Resources Director; Sarah Eske, Assistant HR Director; Jim Mielke, County Administrator; Angi Zilliox, HR Specialist; Jane Hooper, Clearview Administrator; Janet Wimmer, Director of Human Services and Health; Alyssa Schultz, Division Manager; Royle Eenigenburg, Psychiatrist/Medical Director; Russell Kottke, County Board Chair; Shelby Miller, HR Assistant II.

Meeting called to order by Marsik at 9:00 a.m.

Roll call was taken. All members present.

Rains verified that the meeting was noticed in compliance with the Open Meetings Law.

Motion by Greshay to approve the agenda and allow the Chairperson to go out of order to efficiently conduct the meeting. Second by Duchac. Motion carried.

Marsik asked if anyone present had any public comments. None.

Motion by Greshay to approve the minutes of the July 21, 2015 regular meeting of the Human Resources and Labor Negotiations Committee as presented. Second by Frohling. Motion carried.

Dr. Royle Eenigenburg, Psychiatrist/Medical Director of the Human Services & Health Department Clinical Services Unit, introduced himself to this Committee. He has been serving Dodge County in this unit for the last 16 years, with most of those years being a contracted employee, becoming a Dodge County employee in 2014. He comes to this committee asking for their support in creating a position of Staff Prescriber-Psychiatric Nurse Practitioner. Dr. Eenigenburg discussed the various factors that have contributed to turnover among psychiatrists during the time he has been here, and the effects that the turnover has had on both clients and himself. Of special concern is the very high caseload he must manage when a psychiatrist leaves. He further discussed the merits of hiring an advanced practice nurse prescriber. It was noted that both in Wisconsin and nationally clinics are hiring a nurse practitioner over a doctor as they are very well trained, can see both adolescent and adult clients, and it is more economical. A nurse practitioner can practice in the clinic on their own and Dr. Eenigenburg does not have to be there while they practice. Dr. Eenigenburg also mentioned that Dr. Leah Schupp would be joining their practice as a child and adolescent psychiatrist September, 2015. Marsik asked what the reimbursement rate is for nurse practitioner versus a psychiatrist? Alyssa responded that the reimbursement rate for a nurse practitioner is very comparable to the reimbursement rate for a psychiatrist. Marsik would like us to look at Physician Assistants in the future as well. Duchac

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stated he is in favor of this request as he serves on a child and adolescent committee and sees the need for child/adolescent mental health treatment. Jim Mielke stated that the wage range for nurse practitioner would be \$45.00 - \$60.00 per hour and this position would not be on the current labor grade structure.

Motion by Duchac to support future resolution creating the position of Staff Prescriber – Psychiatric Nurse Practitioner. Second by Greshay. Motion carried.

Rains referred members to the document placed in their packets regarding Consideration of Health Benefit offered to certain Clearview employees. Rains indicated that he and Leann Schultz, Insurance and Benefits Coordinator, discussed the three options listed on this document with Hayes Companies of Wisconsin representatives. Two of the options would require us to change our policy with respect to those employees of Clearview who are hired or move into benefited positions and work at least 30 hours per week. Rains answered questions asked by committee members and indicated that Jane Hooper, Sarah Eske, Leann Schultz, Angie Zilliox, and Jim Mielke would like to have another discussion with Hayes prior to asking the Committee to make a decision regarding this issue. Mielke stated that he would like to have Hayes submit a written document to Dodge County about this.

Rains informed the Committee that a meet and greet with the final two HR Director candidates will be held today at 10:00 a.m. The two HR Directors from Waukesha and Jefferson Counties, Jim Richter and Terri Palm-Kostroski, who are serving on the interview panel will also be in attendance at the meet and greet today. The two final HR Director candidates are Sarah Eske and Karon Kraft. After the meet and greet, the interview panel will be interviewing the final two candidates, Karon Kraft at 10:45 a.m. and Sarah Eske immediately following. County Board members, Department Heads and staff from the Human Resources Department were invited to attend the meet and greet. The final decision will be up to Mr. Mielke and the decision will be discussed at the Special Meeting of the HR Committee scheduled for Friday, August 7, 2015 at 1:00 p.m. The interview panel consists of Mr. Mielke, Mr. Frohling, Mr. Marsik, Jim Richter and Terri Palm-Kostroski.

Eske gave the Committee an update on the Kronos Project.

The Committee reviewed the Personnel Requisitions. Mielke recommended approval of these requests.

(One) 1 Trail Caretaker – Seasonal	Land Resources & Parks
(One) 1 Equipment Operator – F.T.	Highway Department
(One) 1 Administrative Secretary III - FT	Veteran Services/Land Conservation
(One) 1 Traffic Patrol Officer – F.T.	Sheriff's Department
(One) 1 Customer Service/Support Specialist	Human Services & Health Dept.
(One) 1 ADR Specialist I, II or III – F.T.	Human Services & Health Dept.
(One) 1 Communications Officer	Sheriff's Department

Motion by Greshay to approve the Personnel Requisitions as presented. Second by Schmidt. Motion carried.

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Leave of Absence: Rains explained that an employee of the Human Services & Health Department with less than one (1) year of employment is requesting a leave of absence for the birth of a child.

Motion by Greshay to approve the leave of absence as presented. Second by Schmidt. Motion carried.

The Committee reviewed the Salary, Wage, and Status changes as presented.

NEW HIRE Jaime Bailey, Counselor I – Case Mgr/MH CCS, Human Services & Health, \$18.59, Pay Grade DC05, Step ST01, 07/20/15; Wade Osterholz, Land Use/Sanitarian Specialist II, Land Resources & Parks, \$22.44, Pay Grade DC07, Step ST01, 8/11/15; Julie Wilhelm, Assistant Corporation Counsel, Corporation Counsel, \$31.86, Pay Grade DC11, Step ST03, 8/3/15. LIMITED TERM/SEASONAL Helen Schmidt, Child Support Aide – LTE, Child Support, \$12.81, Pay Grade DC02, Step ST01, 07/31/15. RECLASSIFICATION Kimberly Kunz, HS Supervisor – CCS/CSP, Human Services & Health, \$29.82, Pay Grade DC10, Step ST03, 08/04/15; Nate Minnig, Patrol Superintendent – West, Highway Department \$30.14, Pay Grade DC11, Step ST01, 07/20/15. STEP INCREASE Sarah Eske, Human Resources Analyst, Human Resources, \$29.82, Pay Grade DC10, Step ST03, 08/14/15; Amber Griswold, Deputy Clerk of Courts, Clerk of Courts, \$18.56, Pay Grade DC04, Step ST05, 09/17/15; Peggy Novak, Victim Witness Coordinator, District Attorney, \$23.44, Pay Grade DC06, Step ST06, 08/09/15; Phyllis Roberts, Legal Assistant, District Attorney, \$19.52, Pay Grade DC04, Step ST07B, 09/01/15; Amy Beranek, HS Supervisor-Economic Support, Human Services & Health, \$27.04, Pay Grade DC09, Step ST02, 9/15/15; Michael Lange, Foreman-West, Highway Department, \$25.00, Pay Grade DC07, Step ST05, 8/5/15; Gary Zwieg, Maintenance II, Physical Facilities, \$19.68, Pay Grade DC03, Step S13A, 7/15/15; Matthew Marvin, Jail Program Specialist, Sheriff's Department, \$25.74, Pay Grade DC05, Step S14B, 9/2/15; Nicole Weikert, Communications Officer, Sheriff's Department, \$25.74, Pay Grade DC05, Step S14B, 8/1/2015; Brenda Wenzel, Deputy Treasurer, Treasurer, \$15.58, Pay Grade DC03, Step ST03, 9/20/15; Adam Enders, Equipment Operator-East, Highway Department, \$19.12, Pay Grade DC05, Step ST02, 9/23/15; Aimee Pitzlin, Correctional Officer, Sheriff's Department, \$18.56, Pay Grade DC04, Step ST05, 9/30/15.

The Committee reviewed the Orientation Period Reports as presented.

Committee Member Reports: None.

HR Director's Report:

- a) Disciplinary Actions: None.
- b) Grievances and Arbitrations: None.

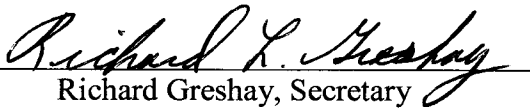
Future Agenda Items: Discussion and consideration regarding the ACA rules and changes to the Clearview policy regarding health insurance premiums. Six-month summary of 2015 Human Resource Department Budget.

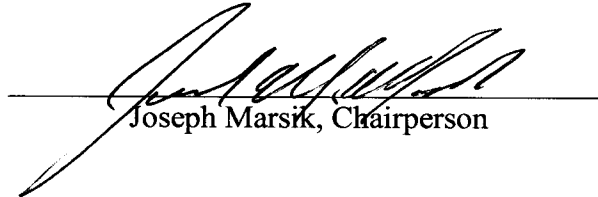
Future Meeting Dates and Times:

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The next scheduled meetings of the Human Resources and Labor Negotiations Committee are special meeting on **August 7, 2015 at 1:00 p.m.**, regular meetings on **August 18, 2015, September 1, 2015 and September 15, 2015 at 9:00 .m.** all of which will be held in room 4C of the Administration Building.

Motion by Greshay to adjourn the August 4, 2015 meeting. Second by Frohling. The meeting was adjourned at 9:54 a.m.


Richard Greshay, Secretary


Joseph Marsik, Chairperson

Disclaimer: The above minutes may be approved, amended, or corrected at the next committee meeting.